

# Your guide to the Lottery...



**Reserving a room for  
2009-2010  
in the House System**

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### Glossary of Important Terms

**Pink Housing Contract and Reapplication Card** - Do not lose this card! It is your ticket to reserving a room in the House System for 2009-10. You must have it to reserve a room. You will receive it in your mailbox on April 28, 2009. (More info., p. 6)

**In-House Lottery Number** - Your RHs create an In-House seniority list that determines the order in which current residents of your House may select rooms. Your place on this list determines your "In-House Lottery Number". *Lottery numbers are unique to individuals and may not be transferred to or used by another person.* (More info., pp. 7-8.)

**General Lottery Number** - The Office of Undergraduate Student Housing produces a House System-wide seniority list that determines the order in which current residents may select rooms at the Hall Lotteries and General Lottery. Your place on this list determines your "General Lottery Number". *Lottery numbers are unique to individuals and may not be transferred to or used by another person.* (More info., p. 8.)

**Building Quota** - After the night of the In-House Lotteries, the Office of Undergraduate Student Housing determines a limit for how many spaces can be made available at the Hall and General Lotteries for other students to reserve. (More info., p. 5.)

**Proxy** - A current College student who has written permission from a current House System resident to reserve a room for them because they are unable to attend a particular Lottery. The proxy makes the actual room reservation. (More info., p. 8.)

**Puller** - A student who has a better Lottery Number, so they pull-in a friend as a roommate.

**Pull-In** - A student who wants to live in a different House, and gets pulled-in by a current resident of that House, or a student who has a friend with a better Lottery Number, so they get pulled-in to a room by their friend. (More info., pp. 8-9.)

## 2009-10 ROOM RESERVATION PROCESS (“The Lottery”)

### Announcements

- 1. A new Unlimited Residential Meal Plan will be implemented for all incoming first and rising second year students.** Rising third and fourth year students may take this new plan, or be grandfathered into a Moderate or Minimum plan, depending on their hall’s minimum dining requirements.
- 2. Shoreland residents at the time of the Lotteries will have priority to sign up for spaces in the new South Campus Residence Hall.**
- 3. There will be space available in the South Campus Residence Hall at the General Lottery.**

### IHC Dorm Tour

IHC will sponsor a tour to Blackstone, Breckinridge, Broadview, Maclean, South Campus Residence Hall and Stony Island to permit students to see examples of student rooms and public spaces in the buildings that typically have spaces available at the General Lottery to reserve. The tour will take place on Saturday, April 18 from 1:30-3:30PM. The buses will pick students up at Bartlett at 1:30PM on University Avenue. **Only students who begin the tour at 1:30PM will be permitted to enter the buildings on the tour. There is a limit of 80 students who may attend. First come, first serve.**

### Overview

The room reservation process, commonly referred to as “The Lottery”, is for current House System students who wish to return to the House System for the coming academic year. There are several Lotteries to choose from to find a room for next year, and students may participate in one, two, or all three parts of the Lottery process. If you wish to reserve a room in the House System for the 2009-10 academic year, you may do so by attending these Lottery meetings and turning in a signed pink Housing Contract and Reapplication Card (a.k.a. the contract card) at the time you make your reservation. It is fine to show up for a subsequent Lottery, and change your mind and not change your initial room reservation. Once you have selected a new room, however, at a subsequent Lottery and a housing staff person has changed your reservation on your Housing Contract and Reapplication Card, then your assignment has officially been changed.

It is necessary that you follow very specific procedures which are outlined in this on-line booklet. It may seem onerous to read all of this, but it will be to your advantage to spend several minutes to read through and to ask questions of your RA(s) or Resident Head(s), especially if you have not participated in a Lottery before.

### General Information about Your Housing Options

Current residents of the House System may return to their current House for next year. If you would rather try to find a space elsewhere in the House System, the next two pages outline the likely availability of space in the various Halls. We hope this will help you in thinking about where you might try for a space for next year. If you are interested in living in a building which is not available during the General Lottery you can request to be placed on the General Waitlist beginning at 9:00AM on Wednesday, May 27, 2009. Space may become available over the summer but it is most likely that spaces in these buildings will not be offered up to students on the General Waitlist until the end of the Autumn Quarter next academic year.

## Residence Halls At-A-Glance

If you would like to try to find a space elsewhere in the House System, this page outlines the likely availability of space in the various halls. We hope this information will help you in thinking about where you might try for a space for next year. ***There will be an IHC-sponsored tour on Saturday, April 18th from 1:30-3:30PM to the first six Halls listed below.*** The buses will pick students up at Bartlett at 1:30PM on University Avenue. **Only students who begin the tour at 1:30PM will be permitted to enter the buildings on the tour. There is a limit of 80 students who may attend. First come, first serve.**

### Traditionally Have Space Available to Reserve at the General Lottery

**Blackstone:** Single suites with shared kitchens and baths. Space is usually available for rising second, third and fourth years, but tends to fill up quickly.

**Breckinridge:** Historically has had space available during the General Lottery; a place to consider if looking for a single room. Has a community kitchen and is close to public transportation.

**Broadview:** A place to consider if looking for a single room and private bath. Has a community kitchen and is close to public transportation.

**Maclean:** Usually has some space for rising third and fourth years and some second year students. Another place to consider if looking for a single room and community kitchen.

**Stony Island:** There are usually some completely open 4-person apartments available in Stony at the General Lottery. Rising second years with high Lottery numbers have a good chance of getting in.

**South Campus Residence Hall:** We anticipate having singles and doubles available at the General Lottery. Apartments will not likely be available. There is one community bathroom on each floor of each House, and one or two single-user bathrooms (=one toilet, shower stall, sink) in each House. Each House has a House kitchen.

### Traditionally Do Not Have Space Available to Reserve at the General Lottery

**Burton-Judson, Max Palevsky, Pierce and Snell-Hitchcock:** Usually have high return rates at the In-House Lotteries. May have spaces available at the Hall Lotteries, but historically have not had spaces available at the General Lottery.

## Community Kitchen Fees

The following residence halls contain community kitchens and have traditionally charged a kitchen use fee to all residents regardless of year or dining plan. All fees are collected at the start of the academic year: **Breckinridge:** Mandatory \$20.00 fee per year; **Broadview:** Mandatory \$20.00 fee per year; **Maclean:** Mandatory \$45.00 fee per year; **Max Palevsky:** Mandatory \$5.00 fee per year; **Hitchcock:** Members of Hitchcock House may join the kitchen co-op any time during the year (provided there is available space) for a non-refundable fee of \$10. Membership obligates two cleanings per quarter, with a \$15 fine at the end of each quarter for every cleaning missed; **Snell:** Snell residents may choose to join the kitchen co-op. The co-op fees include a quarterly cleaning deposit of \$10 and a quarterly deposit of \$5 per cabinet. The cleaning deposits are refundable upon completion of assigned cleanings.

**Residence Halls Comparison Chart**

<b>Residence Hall</b>	<b>2009-10 Annual Room Rates</b>	<b>On IHC Dorm Tour</b>	<b>Room Types</b>	<b>Kitchens</b>	<b>Bathrooms</b>	<b>Special Lottery &amp; Pull-In Rules</b>	<b>Eligible for Open Housing</b>
<b>Blackstone Hall</b>	\$7998	Yes	Half-double apt. – a single bedroom with a shared bathroom and kitchen	Kitchens in apartments	Private	None	Yes
<b>Breckinridge Hall</b>	\$5997 - double \$7383 - single	Yes	Singles and doubles; single-sex floors	Community kitchen w/mandatory annual fee (see p. 3)	Community	None	No
<b>Broadview Hall</b>	\$5997 - double \$7383 - single	Yes	Mostly singles	Community kitchen w/mandatory annual fee (see p. 3)	Private	None	Yes
<b>Burton-Judson Courts</b>	\$5997 - double \$7383 - single/suite	No - Historically rooms are not available at the General Lottery	Singles and single suites; some single-sex floors	No kitchen	Community	None	In mixed-gender areas, not in single-sex areas
<b>Maclean Hall</b>	\$5997 - double \$7383 - single/suite	Yes	All singles with one suite and one double	Community kitchen w/mandatory annual fee (see p. 3)	Community	None	Yes
<b>Max Palevsky Residential Commons</b>	\$5997 - double \$7383 - single	No - Historically rooms are not available at the General Lottery	Single and double suites; one single-sex House, Hoover House	Community kitchen w/mandatory annual fee (see p. 3)	Private	Special rules. See pp. 11-12 for details.	Yes, but not in Hoover House
<b>Pierce Tower</b>	\$5997 - double \$7383 - single	No - Historically rooms are not available at the General Lottery	Singles and doubles	Kitchens in each House	Community	None	Yes
<b>Snell-Hitchcock Hall</b>	\$5997 - double \$7383 - single	No - Historically rooms are not available at the General Lottery	Singles and doubles; some single-sex sections	Community kitchen in each House w/mandatory annual fee (see p. 3)	Community	None	In mixed-gender areas, not in single-sex areas
<b>South Campus Residence Hall</b>	\$5997 - double \$7383 - single \$7998 - apt.	Yes	Singles and doubles, quad apartments; two single-sex floors in House 5	Kitchens in each House	Community, and one or two single-user bathroom(s) per House	Special rules. See pp. 11-12 for details.	Yes, but not on floors 1 & 2 in House 5
<b>5700 Stony Island</b>	\$7998	Yes	Quad apartments with two bedrooms, two bathrooms and a kitchen	Kitchens in apartment	Private	Special rules. See pp. 12 for details.	Yes

## Schedule of Lotteries

The room reservation process, commonly referred to as “The Lottery”, is for current House System students who wish to return to the House System for the coming academic year. There are several Lotteries to choose from to find a room for next year, and students may participate in one, two, or all three parts of the Lottery process. If you wish to reserve a room in the House System for the 2009-10 academic year, you may do so by attending these Lottery meetings and turning in a signed pink Housing Contract and Reapplication Card (a.k.a. the contract card) at the time you make your reservation. It is fine to show up for a subsequent Lottery, and change your mind and not change your initial room reservation. Once you have selected a new room, however, at a subsequent Lottery and a housing staff person has changed your reservation on your Housing Contract and Reapplication Card, then your assignment has officially been changed.

It is necessary that you follow very specific procedures which are outlined in this on-line booklet. It may seem onerous to read all of this, but it will be to your advantage to spend several minutes to read through and to ask questions of your RA(s) or Resident Head(s), especially if you have not participated in a Lottery before.

The room reservation process, commonly referred to as “The Lottery”, has three parts:

1. The **In-House Lottery** is for residents to return to their current House and takes place in their House on a designated date and time;

**Tuesday, May 5:** Current residents may reserve rooms in their own Houses. The respective Resident Heads run these events, and will post notices of the specific time of the event in their Houses. Times for the In-House Lotteries will vary from Hall to Hall, but will be consistent for Houses within each building. Residents may only attend one In-House Lottery on this evening.

2. The **Hall Lotteries** are for residents to move from House to House within a Hall and take place in a main lobby or meeting space of the Hall. Students will select rooms in the order of their General Lottery Number. **The Hall Lottery for a building may be canceled if it is determined that the building quota (limit) has been reached;**

**Wednesday, May 6, 7:30PM:** Current residents of *Broadview*, *Burton-Judson*, and *Snell-Hitchcock* who wish to switch to other Houses within their Hall may reserve available spaces. Room reservations will be taken in the Ballroom in Broadview, the Burton Lounge in BJ, and the Green Room in Hitchcock.

**Thursday, May 7, 7:30PM:** Current residents of *Max Palevsky*, and *Pierce* who wish to switch to other Houses within their Hall may reserve available spaces. Room reservations will be taken in the MP East TV/Rec. Room, and Tanstaafl in Pierce.

**Thursday, May 7, 7:00PM and 8:00PM:** Current residents of the *Shoreland* who wish to switch to other Houses within the South Campus Residence Hall may reserve available spaces. Room reservations will be taken in the Shoreland Ballroom.

**7:00PM:** Current Shoreland residents from one of the merged Houses, House 7 or House 8, may reserve a space anywhere in the SCRH.

**8:00PM:** Current Shoreland residents from any House may reserve a space anywhere in the SCRH.

3. The **General Lottery** is for residents to move around the House System and takes place at a central campus location on one evening: Burton-Judson Dining Commons (which will close for dinner at 7PM on this evening). Students will select rooms in the order of their General Lottery Number;

**Tuesday, May 12, Check-in begins at 7:45PM. Anyone arriving after 8:00PM will be considered late and will be placed at the end of the line in the order they arrive. Room reservations begin at 8:00PM:** Current residents of the House System who wish to move to rooms in buildings other than their current building may reserve available rooms. *General Lottery Numbers will be available Friday, April 10.* You may learn your General Lottery Number from your Resident Head(s) or by going to the Office of Undergraduate Student Housing between 9:00AM and 4:30PM, Monday - Friday. ***Lottery numbers (both In-House and General) are unique to individuals and may not be transferred to or used by another person.***

## Housing Contract and Reapplication Card

Each resident who is eligible to participate in the room reservation process will receive a pre-printed pink Housing Contract and Reapplication Card. **You will receive only one contract card.** It should arrive in your residence hall mailbox by Tuesday, April 28, 2009. **If you do not receive a contract card, and plan to reserve a room in the House System for next year, you must contact the Office of Undergraduate Student Housing immediately.** It is each resident's responsibility to notify the housing office *in person* by 4:30PM Monday, May 4, 2009 if no contract card is received.

**YOU WON'T BE ABLE TO PARTICIPATE IN ANY STAGE OF THE LOTTERY UNLESS YOU HAVE YOUR CONTRACT CARD WITH YOU AT THE FIRST LOTTERY IN WHICH YOU PARTICIPATE.**

You will be required to turn in your contract card at the time you reserve a room. You will not be permitted to reserve a room without turning in your contract card and entering a binding contract at the time of the reservation. **If you plan to participate in more than one phase of the room reservation process, your contract card will be available for you at the next Lottery.**

### Tips for Not Losing the Housing Contract and Reapplication Card:

1. Do...Tape it to the back of your room door
2. Do...Keep it in your mailbox
3. Do...Hang it on your refrigerator
4. Do...Put it in your wallet with your Chicago Card

### What Not to do with the Housing Contract and Reapplication Card:

1. Don't...Throw it away (you never know if you might decide to participate even if you don't think you will now)
2. Don't...Stuff it in a pant pocket
3. Don't...Use it as a bookmark
4. Don't...Give it to someone else (unless they're your proxy!)

**What to do if the Housing Contract and Reapplication Card is lost.** Don't lose it. If you have turned your room upside down and still can not find it, come to the Office of Undergraduate Student Housing before 4:30PM on Monday, May 4, 2009 to talk to someone about having lost the card.

### Can I cancel my contract once I submit my Housing Contract and Reapplication card?

**No.** *If you are not sure you want to live in the House System next year, do not sign a contract during the Lotteries.* **You will be required to turn in your contract card at the time that you make a room reservation.** By reserving a room during this period, you enter a firm contractual agreement with the University. **You will be held to the full terms of the contract. Signing a lease for an apartment off campus, or being unhappy with the room that a proxy selected for you are examples of reasons for which a housing contract may not be canceled.**

You are better off waiting and if your plans to live outside the House System change, you may still apply for housing after the Lotteries have ended or over the summer. Not signing up for a room at your In-House Lottery may impact your ability to return to your current House later on.

All room reservations are made for the full academic year (Autumn, Winter, and Spring Quarters). Exceptions are made only for those students who expect to graduate from the College at the end of the Autumn or Winter Quarter. Contracts will be canceled at the time of occurrence for students who participate in a University sponsored study abroad program, or who withdraw or take a University approved leave of absence. Please refer to the *Terms and Conditions* at the end of this on-line booklet for information about what types of fees can be assessed.

## Eligibility and Requirements for Participation

**Current House System Residents:** Only currently registered College students living in the House System may participate in the Lottery processes that take place during the month of May. Residents of the House System whose College registration is canceled at the end of fifth week of the Spring quarter will not be permitted to participate.

**Students Under the Age of 18:** Please note that the legal age for signing contracts in the state Illinois is 18 years old. If you are 17 years of age or younger, your parent or guardian must sign your Housing Contract and Reapplication Card. If you believe you will not have your pink contract card back in time before May 5 - the date of the first Lottery - you need to contact the Office of Undergraduate Student Housing ([housesystem@uchicago.edu](mailto:housesystem@uchicago.edu)) before 4:30PM on Monday, May 4 to arrange for a date by which the Housing Contract and Reapplication Card signed by your parent or guardian will be submitted. If you fail to contact the Office of Undergraduate Student Housing prior to May 4 to make these arrangements, you may be unable to participate in the Lotteries.

**Currently Restricted Students:** Residents of the House System whose registration is restricted at the time of the Lottery will not receive their contract card on Tuesday, April 28. Instead, these students will have to walk to the Office of Undergraduate Student Housing before 4:30PM on Monday, May 4 to inquire about next steps so that they may acquire their contract card and be allowed to participate. However, all restrictions must be lifted by July 1, 2009 or any reservation will be automatically canceled.

**Students Going Abroad Autumn Quarter:** You will be contacted during the Spring Quarter to inform you of the steps you can take to reserve a room for the Winter Quarter of 2010. You may not participate in the Spring Lotteries since you will not be on campus in the Autumn Quarter to take up residence.

**Current Study Abroad Students:** Students who are currently studying abroad have already been given instructions about how to participate in the Spring Lotteries. They must have provided their Housing Contract and Reapplication Card, and a written note of permission, to a proxy prior to their departure.

**Current Students on a Leave of Absence:** Students who are currently on a leave of absence may not independently participate in the Lotteries; meaning, they do not receive a pink housing contract/reapplication card and do not receive a Lottery number, so they may not reserve a room on their own. They may be pulled into a multiple-occupancy room in most halls. There are special pull-in rules in Max Palevsky, South Campus Residence Hall and Stony Island. In order to “hold” the reservation that is made for the student on a leave of absence by the student pulling them in to a space, they have to submit their blue housing application and deposit by the last day of this spring quarter. Confirmations for students on a leave of absence are mailed out in mid-August, once the College has approved resumptions. If the resumption is not approved, pull-in rights are not offered to the remaining roommates; the Office of Undergraduate Student Housing will fill the vacancy.

**Current Off-Campus Students:** Currently registered College students living off-campus who wish to return to the House System may obtain application materials at the Office of Undergraduate Student Housing after May 13. The “Off-Campus Lottery” will take place on Thursday, June 4.

## Seniority/Priority Policies

The following priorities will be generally followed during the room reservation meetings, *but the Office of Undergraduate Student Housing reserves the right to institute changes deemed necessary or appropriate.*

### **Determining In-House Lottery Number Seniority**

Quarters in the House followed by quarters in the College determine seniority. (Summer quarters are not counted for calculating seniority in the College.) Your place in your House’s seniority queue determines your In-House Lottery Number. Priority for choosing a room at the In-House Lottery is based on your In-House Lottery Number. A Lottery will be used to establish priority among cohorts of equal seniority in the House and College. ***Lottery numbers (both in-House and general) are unique to individuals and may not be transferred to or used by another person.***

**Study Abroad Note:** Students who have studied abroad on a University of Chicago affiliated program for some portion of the current academic year, and who were unable to return to their former House upon returning to

campus (and notified the Office of Undergraduate Student Housing of their interest in returning by the housing office deadline), have accrued quarters in their former House for the time spent in another House and may participate in the In-House Lottery of their former House if they notified the Office of Undergraduate Student Housing of their desire to participate in their former House's Lottery by March 20. Seniority in the former House and the College is accrued for the quarter spent abroad.

**Leave of Absence Note:** Students who resume classes after a leave of absence and who returned to their former House may maintain House seniority (which includes the quarter they departed if they departed after the first week of said quarter), but the number of quarters they were away is subtracted from this seniority. They do maintain their previous quarters in the College, excepting their quarter or quarters away.

**Off-Campus Note:** Students who have moved back into housing after living off-campus do not maintain any House seniority from their quarters in housing prior to moving off campus.

**Transfer students** whose expected graduation date is earlier than that of the first year students with whom they have entered in the Autumn Quarter will receive priority over the first year students. This policy only affects transfer students during their first year in the College, not subsequent years, and only during the Spring Quarter Room Reservation "Lottery" period.

### **Determining Hall and General Lottery Number Seniority**

Your total quarters in Housing followed by quarters in the College determine seniority. Your place in the House System's seniority queue determines your General Lottery Number. Priority for choosing a room at the Hall and General Lotteries is based on your General Lottery Number. Ties are broken by randomization among equal cohorts. General Lottery Numbers will be available Friday, April 10. Students may learn their General Lottery Numbers from their Resident Heads or by going to the Office of Undergraduate Student Housing. ***Lottery numbers (both in-House and general) are unique to individuals and may not be transferred to or used by another person.***

## **Lottery Policies**

**1. Proxy:** If you can not attend a Lottery, you need to find a proxy. Students may have as their proxy any other current College student. If a student uses a proxy to make his/her room reservation, that student is expected to give his/her proxy explicit, written, direction about the building, House, what kind of room or room number the student who is unable to attend wishes to have as the choice that the proxy makes is binding to the student not in attendance. Proxies may not select a different dining plan for the student who is unable to attend, unless the dining plan choice is explicitly written on the note that the student has given the proxy.

You can not cancel your housing contract if you do not like the room that your proxy selected for you. Once your proxy signs you up for a room, they have committed you to that space, even if it was not the space you wanted. It is strongly recommended that you give your proxy very precise, clear directions - in writing - about your preferences so that they can do their best to sign you up for a room in which you desire to live. Choose your proxy wisely – you are doing more than giving him/her your written permission. If you do not like the room for which you were signed up, you can place yourself on the General Waitlist which opens up on Wednesday, May 27 at 9:00AM. (p. 14)

**2. Roommates/Pull-Ins:** Students may pull in as their roommate(s) any other student(s) eligible to live in the House System (special rules apply in Max Palevsky, South Campus Residence Hall, and Stony Island - pp. 11-12). Students who are being pulled-in should feel fairly confident in their puller. If the puller later changes their reservation at a subsequent Lottery, or leaves the College (and thus their contract is canceled), the **pull-in's contract is still valid and the reservation will likely be changed.** It is the responsibility of the pull-in to contact the Office of Undergraduate Student Housing to inquire if they will maintain their reservation, or if it will be changed by the Office of Undergraduate Student Housing due to the puller no longer having a room reservation in the same room. This process can take two weeks.

**Current House System Pull-Ins:** If you are pulling in as your roommate a student who currently lives in the House System, the pull-in must accompany you when you are called and have their Housing Contract and Reapplication Card with them at the Lottery. If the pull-in can not attend the Lottery with you, you must have the pull-in's Housing Contract and Reapplication Card and proxy letter with you when you make your room reservation.

**Leave-of-Absence Pull-Ins:** If you are pulling in as your roommate a student returning from a leave of absence, you must inform your Resident Head of your roommate's status so that the Resident Head can note the status on the House chart at the time that you select your room. There will be no accompanying paperwork for you to submit at this time. Your pull-in must submit a housing application and housing deposit to the Office of Undergraduate Student Housing no later than the last day of the Spring Quarter. We can not confirm their reservation until August, after the College makes their resumption decisions. If the pull-in is not approved to resume their studies for the Autumn Quarter, no pull-in rights are offered to the remaining resident(s), rather the Office of Undergraduate Student Housing will assign a student to the vacancy.

**Off-Campus Pull-Ins:** If you are pulling in as your roommate an off-campus student you must inform your Resident Head of your roommate's status so that the Resident Head can note the status on the House chart. There will be no accompanying paperwork for you to submit at this time. Your pull-in must submit a housing application to the Office of Undergraduate Student Housing no later than the last day of the Spring Quarter to confirm this reservation. Please note that off-campus students may not be pulled into Max Palevsky.

**Incoming Student Pull-Ins:** If you are pulling in as your roommate an entering student (first year or transfer), you must inform your Resident Head of your roommate's status so that the Resident Head can note the status on the House chart. There will be no accompanying paperwork for you to submit at this time. However, please note that your incoming student roommate must request you by name on their housing application or they will not be assigned to live with you. Please note that transfer students may not be pulled into Max Palevsky, and first year students may not be pulled into Stony Island.

**3. Non-Reservable Rooms:** There are rooms throughout the House System that are specially equipped for students who have hearing or mobility limitations. These rooms are not reservable during the Lotteries; however, current residents may waitlist for these rooms (In-House Waitlist at the In-House Lotteries and General Waitlist for the other Lotteries). If these rooms are not used for a student who has approved accommodations under the ADA, then in August we will automatically move waitlisted students into these spaces and send a new room confirmation to affected students.

**4. Changing Reservations:** You may reserve a new room at any stage of the Lottery process by giving up the room you had previously reserved. You may not simultaneously hold two or more reservations. The room reservation charts in the Office of Undergraduate Student Housing will constitute the official record of your reservation. Discrepancies between Housing Contract and Reapplication Cards and room reservation House Charts will be resolved by the information on the House Charts.

**5. Vacancies Remaining in Rooms.** If a room is not completely filled at any given Lottery, it may be filled at a subsequent Lottery or with an incoming student during the summer months.

**6. The Housing Contract:** Read carefully the *Terms and Conditions of Occupancy*, a copy of which is included at the end of this booklet, before making a room reservation. **You must contract for a room for the full academic year (Autumn, Winter, and Spring Quarters).** Exceptions will be made only for those students who expect to graduate from the College at the end of the Autumn or Winter Quarter or participate in a University-sponsored study abroad program for Winter or Spring Quarter. Please refer to the *Terms and Conditions* for information about what types of fees can be assessed.

**7. Confirming Reservations:** Your room reservation will not be confirmed unless your Housing Contract and Reapplication Card is submitted at the time of the reservation. Your reservation will immediately be canceled if not confirmed by a signed contract card. You will turn in your Housing Contract and Reapplication Card to your Resident Head(s) at the time of the In-House Lottery, or to a housing staff member at any of the other room reservation meetings.

## Open Housing

The University of Chicago House System offers a gender-neutral housing option, known as Open Housing, to allow students increased choice in selecting roommates, regardless of gender, in order to respect and support the various needs of our students. This option has been offered as a pilot program to second-, third- and fourth-year College students, starting in January 2009. First-year students are not eligible to live in Open Housing spaces.

It is important that we create an environment that is welcoming, inclusive and supportive of our students. Making Open Housing an option for students who do not find traditional same-sex room assignments ideal or appropriate connects directly to the University's diversity mission.

Open Housing will be a choice available in all Houses, except those traditionally designated as single-gender. Students will not be assigned to an Open Housing space unless they have elected to do so. We believe strongly in respecting student ideas and responding to student needs, and we trust that students are thoughtful and responsible when making important decisions, including decisions about housing. Students will not be required to reveal their reasons for opting to live in Open Housing.

Additional information about Open Housing is available at <http://housing.uchicago.edu/>. Specific questions can be sent to the Office of Undergraduate Student Housing staff at: [housesystem@uchicago.edu](mailto:housesystem@uchicago.edu).

### Open Housing Policies and Procedures:

- Open Housing will be available throughout the House System, except in areas designated as single-sex.
- It is a voluntary housing option for rising 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year students – a student will not be assigned to Open Housing unless they request it.
- The default designation for a room will be single-sex unless the students living there have elected to change the designation voluntarily.
- There will not be a set number of rooms designated as Open Housing rooms. Supply will be based upon demand.
- The number of Open Housing spaces could change throughout a given year. Residents will be able to change the designation of their room if a roommate moves out. At the time that they are given pull-in rights they will be asked if they wish to change the status of their room (either way: from a single-sex roommate situation to an Open Housing one, or vice versa).
- All members of a space (room, suite, apt.) have to approve pull-ins, agree on the room designation, and sign the appropriate form.
- During the academic year, in an Open Housing space, if one person moves out and the remaining roommates/suitemates are of different sexes, then the room must remain an Open Housing room, unless others elect to move out too.
- A roommate who is left behind in an Open Housing room may elect to pull in any new roommate – even of the same sex – and still have the room be a declared Open Housing room.

### Open Housing Lottery Policies:

- All multiple-occupancy rooms (MaxP suites, South Campus apartments and doubles, BJ doubles/suites, etc.) have to be filled all at once at the time that students reserve a space in them and declare the room to be an Open Housing room. In other words, at a spring Lottery, a room may only be declared as Open Housing if all the spaces are being reserved at the same moment.
- All members of a space (room, suite, apt.) have to agree on the room designation, and sign the appropriate form.
- If a student who has reserved an Open Housing room leaves the College between May and September, meaning that their housing reservation for the following year is canceled, the remaining roommates will be given the opportunity to fill the vacancy with another upperclass student to the House System in order to maintain the Open Housing designation. If the remaining roommates are unable to fill the vacancy by a designated deadline, approximately 5 business days, the room may not remain an Open Housing room and the housing office will re-assign the occupants to other spaces in the House System.
- For all rooms, Open Housing and non-Open Housing rooms, all other standard Lottery rules apply.

## Special Lottery & Pull-In Rules for Max Palevsky, South Campus Residence Hall and 5700 Stony Island

### Max Palevsky:

Only current residents of Max Palevsky may participate in their In-House Lotteries on May 5, or Hall Lottery on May 6 (if held). Pull-ins are only allowed from within the current pool of Max Palevsky residents (meaning that only current Max Palevsky residents may reserve space in Max Palevsky for next year, but they may move around to different Houses within Max Palevsky if they are pulled in to a double suite by a current resident of that other House).

Any Max Palevsky resident who wishes to pull-in a suitemate into a double suite must first fill the 2 spots on one side of the suite (meaning, pull-in a roommate) before they can pull-in any suitemates (1 or 2) to the other side of the suite. That is, someone may not reserve a bed on one side of the suite, and pull in a suitemate on the other side, thus meaning no one has a roommate at the end of that reservation and leaving two empty spaces on either side of the suite. However, a student can only pull in two people – a roommate and one suitemate, if they don't have a fourth person to fill the suite.

If one Max Palevsky resident reserves one space in a double suite all by themselves, someone later on in that Max Palevsky In-House Lottery may reserve the other room in the suite, and pull-in a roommate and one suitemate (to take the second bed in the side that was filled first). The one student who reserved by themselves has no authority or ability to block a future reservation.

Students on a leave of absence who are not former Max Palevsky residents (their most recent quarter in housing) may not be pulled into Max Palevsky during the Spring lotteries. However, a student on a leave of absence who most recently lived in a Max Palevsky House (their most recent quarter in housing) may be pulled back into their former House only, and only into a double suite.

When reserving a single suite, residents may only pull in as a suitemate a current resident of said House.

If students wish to declare a suite as an Open Housing space, they must fill the suite with three pull-ins at the time they make their room reservation. Otherwise, suites do not have to be filled to capacity at the time of reservation.

### South Campus Residence Hall:

Current Shoreland residents can pull any number, up to 3, of other current House members into an apartment (including students who are studying abroad, but who most recently lived in the House). Students on a leave of absence may not be pulled into an apartment. Students from other Houses in the Shoreland/Houses elsewhere may not be pulled into an apartment. In the merged Houses, House 7 and House 8, students may pull-in as roommates students from either of the two merging Houses (Filbey-Hale into House 7, or Bradbury-Dudley into House 8). If at the end of the In-House Lottery, any spaces remain in an apt., that/those space(s) will be available for reservation by any current Shoreland resident at the Hall Lottery (both phases of the Hall Lottery – see below).

If students wish to declare an apartment as an Open Housing space, they must fill the apartment with three pull-ins at the time they make their room reservation. Otherwise, apartments do not have to be filled to capacity at the time of reservation.

Shoreland residents may pull in any other student from on- or off-campus (including study abroad or leave of absence) into a double room.

In House 7 (Filbey-Hale) and House 8 (Bradbury-Dudley), all students will be merged into one randomized seniority list, maintaining their quarters of seniority in their current House and in the College.

House 7 and House 8 in the SCRH each has four apartments. Since two Shoreland Houses are merging into House 7 (Bradbury/Dudley), and House 8 (Filbey/Hale), each current Shoreland House that is merging will have priority for reserving two apartments in each new House.

If a student in House 7 or House 8 wishes to reserve an apartment, and wants to pull in (a) student(s) from the other House with whom they are merging, that apartment “counts” as one of the two apartments for the House that the puller lives in currently.

On the evening of the South Campus Hall Lottery for current Shoreland residents (the “Hall Lottery”), there will be two phases.

- The first phase will allow for any current Shoreland resident from one of the merged Houses, House 7 and House 8, to reserve a space anywhere in the SCRH.
- The second phase will allow for any current Shoreland resident to be able to reserve rooms anywhere in the SCRH.

### **5700 Stony Island:**

Because of the proximity of Stony Island to other neighborhood housing, all students who reserve apartments at Stony Island must agree to be observant of House System Rules and Regulations, especially those regarding noise. To this end, all residents participating in the Lottery for this building (and roommates that are pulled in) must secure the signatures of their current Resident Heads on a special form for Stony Island, indicating the Resident Heads' reasonable prediction that the students can and will abide by the expectations with regard to noise and conduct in this building.

Approval forms and detailed instructions for reserving a room in Stony Island for roommates being pulled in by current residents and for those wishing to move to Stony Island are available from Resident Heads or on-line at the housing website.

#### In-House Lottery Rules

Stony Island residents may pull in as many roommates as they like on May 5 to fill the vacancies in an apartment. There is a maximum of 2 off-campus students that may be pulled into a Stony Island apartment.

Pull-ins from outside 5700 Stony Island need to secure the signature of their current Resident Heads on the special form prior to the 5700 Stony Island In-House Lottery on May 5 (additional Roommate Forms are available through your Resident Heads or on the housing website to download and print). Students wishing to move to Stony Island during the General Lotteries must also have the proper form with accompanying signature from their RH in order to reserve a room in Stony Island during the General Lotteries. Off-campus pull-ins need to still submit the form, and if their former RHs are still on campus, secure their signature. If their former RHs are no longer on campus, the Office of Undergraduate Student Housing will work the off-campus student. The off-campus student should contact the Office of Undergraduate Student Housing in advance of the Lottery in which they wish to participate, during business hours.

#### General Lottery Rules

Students wishing to reserve a room in Stony Island at the General Lottery must bring the signed approval form to the Lottery in order to make a room reservation. All persons wishing to reserve a spot in an apartment must have a signed form in order to be entered onto the House chart. **No exceptions.**

At the General Lottery, students may bring in as many roommates as empty spaces in the unit as long as each person is present with their Housing Contract and Reapplication Card and the requisite Stony Island Approval form signed by their current Resident Head(s). If a student is not able to attend the General Lottery, a designated proxy must be present with the student's Housing Contract and Reapplication Card, proxy letter and requisite Stony Island approval form signed by the student's current Resident Head(s). Empty spaces in partially occupied units will be filled, where practical, before groups of three, two or one are assigned to fully empty units.

## Lottery Instructions and Procedures

### 1. In order for your Housing Contract and Reapplication Card to be acceptable at one of the Lotteries (In-House, Hall or General), you must provide information on it as follows:

#### a. On the front:

- Provide the name, address, and telephone number of your emergency contact person.

#### b. On the back:

- Fill in the dates of the next academic year. You must accept assignment for the entire year. If you go abroad, take a leave of absence or graduate at the end of Autumn or Winter Quarters, your contract will automatically be canceled. Refer to the *Terms and Conditions* at the end of this on-line booklet for what types of fees are assessed when a contract is canceled for the above reasons.

- Date and sign the contract agreement. Please note that the legal age for signing contracts in the state Illinois is 18 years old. If you are 17 years of age or younger, your parent or guardian must sign your Housing Contract and Reapplication Card. You must contact the Office of Undergraduate Student Housing ([housesystem@uchicago.edu](mailto:housesystem@uchicago.edu)) before 4:30PM on Monday, May 4 to arrange for a date by which the Housing Contract and Reapplication Card signed by your parent or guardian will be submitted. If you fail to contact the Office of Undergraduate Student Housing prior to May 4 to make these arrangements, you may be unable to participate in the Lotteries.

### 2. Arrive on Time.

- a. Following the schedule outlined on page 5, attend the Lottery event(s) at which you wish to choose a room. It may be necessary for you to be present for several hours.

- b. You must have your pink Housing Contract and Reapplication Card in order to make a room reservation. **NO exceptions.**

- c. **For the General Lottery, you must also have your Chicago ID card.**

### 3. Check-In.

- a. Check in will begin promptly at the designated time. You should plan to arrive before that time. If you arrive after check-in begins, you will be considered late and will not be permitted to make your reservation in the order of your Lottery Number. You will be required to wait until all others have had the opportunity to make reservations before you will be able to make a reservation.

- b. All Lottery meetings will begin at the designated time and you (or your designated proxy) must be present at that time. You (or your proxy) must also be present when your name or number is called or you will lose your place in the queue. You will be required to wait until all others have had the opportunity to make reservations before you will be able to make a reservation.

- c. If you have a proxy, your proxy must have your contract card and a proxy form, signed letter, or e-mail stating permission for the named proxy to choose a room for you. We encourage you to give them explicit direction about what room/kind of room to choose as you will be bound to the one they select for you. This direction must be in writing as they will have to provide a written note to the housing staff member making the reservation.

### 4. Select Room

- a. **You will have up to 2 minutes to choose a room.** After choosing a room, give your contract card to the designated housing staff person. You may reserve a room in your House and then participate again in another Lottery on another evening. Your contract card will be returned to you at check-in at the subsequent Lottery but you must give up your previous reservation in order to select another space. Each time you choose a new room in one of the subsequent Lotteries, you forfeit your previous space.

- b. When you reserve a room, you have entered into a binding contract for housing for all 3 quarters of next academic year; unless you graduate, participate in a College study abroad program, or take a leave of absence.

- c. You must turn in your Housing Contract and Reapplication Card in order to confirm a room reservation. **NO exceptions will be made.**

## 5. Verify Dining Plan

- a. You will automatically be assigned the default dining plan for the Hall in which you have reserved a room. (pp. 15-16)
- b. The deadline for 3<sup>rd</sup> and 4<sup>th</sup> year students to make any dining plan changes for next academic year is Friday, October 2, 2009 (the Friday of first week of Autumn Quarter).

## 6. Waitlist (optional)

a. **In-House Waitlist:** If you reserve a room in your current House for next year but want a different room than the one you obtained during your In-House Lottery, tell your Resident Head that you wish to be placed on your In-House Waitlist. *You must do this at the time you select your room during your In-House Lottery. The waitlist will be closed when your In-House Lottery ends and you will be unable to change your preferences.* You may waitlist for up to five rooms. During the remainder of Spring Quarter or during the summer, as the specific rooms or types of rooms you requested become available, you will be reassigned **automatically** without being contacted by the Office of Undergraduate Student Housing. A room confirmation notice will be sent to you at your University email address within two weeks of the change.

b. **General Waitlist:** If you have reserved a room in the House System during the room reservation period, but did not receive your preferred option, you may request to be placed on the General Waitlist. Applications for the 2009-2010 General Waitlist are accepted beginning on Wednesday, May 27, 2009 at 9:00AM. We will randomize all the applications that are received by 9:00AM, so there is no need to line up early. The General Waitlist is used when vacancies in the House System occur as a result of room changes during the Hall and General Lotteries, or when students decide after the Lotteries to take a Leave of Absence or transfer. Assignments from the General Waitlist to spaces that become available anytime after the Lotteries are **\*automatic\*** and may occur throughout the end of the Spring quarter, and into the summer months. Once the academic school year begins, and the obligatory three week “room freeze” period has passed where no room changes are permitted in the House System, the Office of Undergraduate Student Housing will begin to make offers to students on the General Waitlist, rather than make automatic room changes.

If you place your name on either the In-House or General Waitlist it is your responsibility to notify the Office of Undergraduate Student Housing, in writing, if you no longer wish to change rooms and wish to have your name removed from a Waitlist. Sending an email message to [housesystem@uchicago.edu](mailto:housesystem@uchicago.edu) is considered “in writing”. We will NOT write or call you after the Lotteries are complete to ask if you still wish to move to your Waitlist preference; a move is **automatic**. **Note:** If you are assigned to a room from the Waitlist after the Lotteries have ended or over the summer, you will be charged the appropriate 2009-2010 room rate for that room.

## RESIDENTIAL DINING PLAN REQUIREMENTS FOR 2009-2010

A dining plan is required for all students who take a contract to live in housing. When you make a room reservation during the Lottery, the requisite default dining plan will automatically be assigned.

A new state of the art South Campus Dining Hall, attached to the corridor between the Burton and Judson dining rooms, has been five years in the making and provides an opportunity to fulfill many of the recommendations made in two housing and dining studies conducted in 2004 and 2008. These recommendations were guided by these principles:

- a commitment to fostering community within the House System and among students, staff and faculty across campus;
- a commitment to providing the greatest variety and diversity in the meal plan in the least costly fashion;
- establish greater alignment of availability of service and access to meal with student lifestyles; and
- establish a rational meal plan structure that is easily understood and valued by students and families.

The two studies made these overlapping recommendations:

- Continue support for the House table dining program unique to the U of C and several of the Ivies which students identify as an important structural support for first year students and as a stable location for connection to an important community beyond the first year.
- Reduce inequity in quality of dining experience and type of purchasing power between the three dining halls.
- Rebalance the “burden” of supporting the residential dining system by distributing the cost equally to all residential students rather than “tax” first year students more heavily than others.

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**Beginning in 2009-2010, all three dining halls (Pierce, South Campus and Bartlett) will be all-you-care-to-eat and all three will offer continuous dining, or unlimited access to the dining halls. The three dining halls will be open all day long from the dining hall opening time until their closing time. Meal plan holders may swipe their ID and enter as often as s/he desires.**

### **The new Unlimited Residential Meal Plan**

First and second year students in the House System are assigned to have the Unlimited Residential Meal Plan. They may not change to another meal plan. A student on the Unlimited Residential Meal Plan may enter one of the three residential dining commons as many times as they wish during the hours of operation [see hours below]. There are an unlimited number of meal swipes on this meal plan for the meal plan holder.

Students on the Unlimited Residential Meal Plan may “swipe-in” up to 5 guests per quarter.

In addition to the food that students on this meal plan eat in the dining halls, they also receive \$100 in Flex Dollars per quarter which may be used at the C-Shop or Hutchinson Commons in the Reynolds Club, Maroon Market in Bartlett, or the café/convenience store at the new South Campus Residence Hall (SCRH).

### **Continuous Dining Hours of Operation:**

#### **Pierce:**

Monday - Thursday: 7:00AM – 8:00PM

Friday: 7:00AM – 7:00PM

Saturday: 11:00AM – 2:30PM

Sunday: 11:00AM – 8:00PM

#### **South Campus and Bartlett:**

Monday - Thursday: 7:00AM – 8:00PM

Friday: 7:00AM – 7:00PM

Saturday: 8:00AM – 2:30PM

Sunday: 8:00AM – 8:00PM

## Grandfathered Meal Plans

For the 2009-2010 and 2010-2011 academic years, we will have a phased grandfathering system. Third and fourth year students in the College who live in the House System during the 2009-2010 academic year may elect to take the new Unlimited Residential Meal Plan, or may elect to be grandfathered into a Moderate or Minimum meal plan that is consistent with their dorm's minimum dining requirements (e.g. a Moderate in Max Palevsky/Pierce/BJ/South Campus, a Minimum in Broadview/Maclean/Breckinridge/Blackstone/Stony/Snell-Hitchcock). Only fourth year students in 2010-2011 will be permitted to have a grandfathered meal plan.

Third and fourth year students who choose to be grandfathered will have access to the dining hall limited only by the total number of meals on their plan (plus Flex Dollar buying power). Any number of visits to the dining hall can occur on a given day or week, and each will count as a meal.

Third and fourth year students will be able to be grandfathered into the default plan for the building in which they take a room reservation, or they may select a different, permitted, dining plan. Not all Halls have the same dining requirements. Returning students have to meet their residence halls' respective minimum requirements:

### Default Dining Plans for 3<sup>rd</sup> and 4<sup>th</sup> Year Residents by Building:

Blackstone	Minimum A
Breckinridge	Minimum A
Broadview	Minimum A
Burton-Judson	Moderate B
Maclean	Minimum A
Max Palevsky	Moderate B
Pierce	Moderate B
South Campus	Moderate B **
Snell-Hitchcock	Minimum A
Stony Island	Minimum A

**\*\* Rising third and fourth year Shoreland residents moving to South Campus may elect a Minimum plan. All other rising 3<sup>rd</sup> and 4<sup>th</sup> year students living in South Campus have a Moderate plan as their lowest level plan.**

Grandfathered students may change meal plans and up-grade to a "larger-than-required" dining plan at any time during the year. (Example: Minimum to Moderate or Unlimited Residential Meal Plan).

Grandfathered students may down-grade to a smaller dining plan (Example: Unlimited Residential Meal Plan to Minimum) if this is permitted for residents of their Hall. They may down-grade for the entire academic year anytime between the Lotteries and the Friday of the first week of class of the Autumn Quarter – Friday, October 2, 2009. For Winter and Spring Quarter changes, the deadline is 4:30PM the Friday of Finals Week of the prior quarter. Reductions in dining plans can be made for future quarters only and can only be made within the parameters of the requirements listed above. Once a quarter has started, no down-grade changes in dining plans can be made for that quarter.

Grandfathered students may make a lateral meal plan change (Example: Moderate B to Moderate A) for the entire academic year anytime between the Lotteries and the Friday of the first week of class of the Autumn Quarter, Friday, October 2, 2009. For Winter and Spring Quarter changes, the deadline is 4:30PM the Friday of Finals Week of the prior quarter. Lateral changes in dining plans can be made for future quarters only. Once a quarter has started, no lateral changes in dining plans can be made for that quarter.

## Dining Plan Comparison Chart

Plan	Meals per Quarter	Flex per Quarter	Eligible residents	Annual rate
<b>Unlimited Residential Meal Plan</b>	Unlimited	\$100	<b>All residents</b>	\$4650
<b>Moderate A</b>	121	\$34	Any 3rd or 4th year resident	\$3633
<b>Moderate B</b>	88	\$167	Any 3rd or 4th year resident	\$3633
<b>Minimum A</b>	55	\$34	3 <sup>rd</sup> and 4 <sup>th</sup> Years living in Blackstone, Breckinridge, Broadview, Maclean, Snell-Hitchcock or Stony Island	\$2523
<b>Minimum B</b>	33	\$216	3 <sup>rd</sup> and 4 <sup>th</sup> Years living in Blackstone, Breckinridge, Broadview, Maclean, Snell-Hitchcock or Stony Island	\$2523

Rising third and fourth year Shoreland residents moving to South Campus may elect a Minimum plan. All other rising 3<sup>rd</sup> and 4<sup>th</sup> year students living in South Campus have a Moderate plan as their lowest level plan.

# Lottery FAQ

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## General Overview

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### 1. What do I need to do to prepare to sign up for a room for next year?

- a. Hold on to your pink Housing Contract and Reapplication card - it's critical. (p. 6)
- b. Complete the blank sections of your Housing Reapplication and Contract card - except for the House and room number information. (p. 13)
- c. Figure out where you want to live - your current House or elsewhere.
- d. Figure out who you want to live with if you want a roommate(s).
- e. Determine if you can attend the Lottery you wish to attend - if you can't, find a proxy and give them your written permission to pick a room for you along with your pink contract card. (p. 8)
- f. Attend a Lottery! Reserve your room for next year!

**Please Note: All registered College students are guaranteed housing in the House System.**

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## Housing Contract and Reapplication Card (p. 6)

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### 2. What is a Housing Contract and Reapplication Card?

A Housing Contract and Reapplication Card is a binding, legal document. You must turn in your contract card when you reserve a room; you will not be permitted to make a reservation without it. Once your contract card is turned in, you have agreed to accept the room noted on your Housing Contract and Reapplication Card and have committed to live in the House System for the forthcoming year. For more information on the terms of the housing contract, see the *Terms and Conditions of Occupancy* at the end of this booklet.

### 3. What do I do if I don't get my pink Housing Contract and Reapplication Card in my residence hall mailbox on April 28th?

Walk to the Office of Undergraduate Student Housing (5525 S. Ellis Ave., Rm. 180) before 4:30PM Monday, May 4 to inquire.

### 4. Once I turn in a signed contract, can I cancel it?

No. By reserving a room during the reservation period, you enter a firm contractual agreement with the University and will be held to the full terms of the contract. If you are not sure you want to live in the House System next year, do not sign a contract during the room reservation process. You will not be able to gain release from your contract later if you change your mind. **Signing a lease for an apartment off campus or not liking the room that your proxy selected for you are examples of reasons for which a housing contract may not be terminated.**

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## In-House and General Lottery Numbers (pp. 7-8)

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### 5. How is seniority determined?

Seniority is determined by the number of Quarters you have lived in your current House followed by the number of quarters you've been at the College. There are special rules if you have studied abroad or taken a leave of absence (pp. 7-8). If you have moved off campus and then moved back on, you have lost your previous In-House seniority. Also, summer quarters do not count towards College seniority.

### 6. When will I learn my In-House Lottery Number?

April 8, 2009 - from your Resident Heads

### 7. When will I learn my General Lottery Number?

April 10, 2009 - from your Resident Heads or email the Office of Undergraduate Student Housing at [housesystem@uchicago.edu](mailto:housesystem@uchicago.edu).

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## Study Abroad

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### **8. If I am studying abroad for the Autumn Quarter, do I participate in the Lotteries?**

No, you may not participate in the Lotteries since you will not be on campus for the Autumn Quarter.

### **9. How do I return to the House System for Winter and Spring Quarters?**

You will receive more information from the Office of Undergraduate Student Housing, after the General Lottery, with information about how to return to housing for Winter and Spring 2010.

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## Open Housing

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### **10. What does Open Housing mean?**

Please see the policy on page 10.

### **11. What if I'm a rising 2<sup>nd</sup> year, but am under 18 years old?**

If you are a rising 2<sup>nd</sup> year, but are not 18 years old, your parents have to sign your housing contract to signify that they understand that you are entering into a binding and legal agreement, and that they agree to pay the charges associated with your housing and dining contracts. Therefore, if you are under 18 years old, and if you would like to live in Open Housing, you will want to discuss your plans with your parents as they must provide their consent by sending a letter or an email to the Office of Undergraduate Student Housing that confirms their consent.

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## Choosing/Reserving a Room

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### **12. Can I keep my current room?**

You may certainly try for your current room during your In-House Lottery, but you are not guaranteed the same space for next year. Please note, however, that if your room is designated as a room that is specially equipped for students with hearing or mobility limitations, it may not be reservable during the Lotteries. However, you may place yourself on the In-House waitlist for this room on the night of your In-House Lottery, provided you make a reservation for another space at that point in time. If this room is not used for a student with these documented needs, then in August we will automatically move you into this space and send you a new room confirmation.

### **13. How do I reserve a room with my friend who is a current House System resident? A non-resident?**

If you are participating in your In-House Lottery or any other Lottery with a current House System resident, one of you will “pull-in” the other at the time that you make your reservation (special pull-in rules apply for Max Palevsky and South Campus Residence Hall). Whichever of you has the better In-House or General Lottery Number will be called first, and both of you will go together to reserve a room. You must both bring your Housing Contract and Reapplication Cards at the time that you select a room. (p. 8) If you are interested in pulling in a non-House System resident, an off-campus student or a student on a leave of absence, there are special rules. (pp. 8-9)

### **14. If I want to move to another hall, should I reserve a room in my House?**

If you are a current first year student and would be happy to return to your House if you don't get a space in another hall, then you should reserve a room in your House.

If you are a current second or third year who has a very good chance of getting space in another hall, then you should not reserve a room in your current House, as you may be blocking out others who would prefer to stay in the House.

### **15. What if I don't know if I want to return to the House System?**

If you're not sure that you want to live in housing next year, **do not make a room reservation during the Lotteries; do not enter into the contract unless you are certain that you want to live in the House System.** If after the Lotteries you determine that you do wish to live in the House System, please contact the Office of Undergraduate Student Housing. Please note that if you don't sign up for a room at your current House's In-House Lottery that may impact your ability to get a room assignment in your current House at a later date.

**16. What happens if I arrive late to my chosen Lottery?**

If you/your proxy arrive after the check-in period, you/your proxy will be placed at the end of the queue. You/your proxy will have a turn to reserve your room after all Lottery numbers have been called. (p. 13)

**17. What happens if I miss my chosen Lottery?**

If there are still subsequent Lotteries scheduled to occur, you should attend one of them to reserve a room for next year. If there are no subsequent Lotteries scheduled to occur, you may come to the Office of Undergraduate Student Housing with your pink Housing Contract and Reapplication Card to be assigned a room.

**18. If the room I reserve isn't filled the night that I reserve it, what happens?**

If you reserve a space in a partially-filled room, that space may be filled during a subsequent Lottery. If the space remains unfilled after all Lotteries, it is likely that the space will be assigned to an incoming student (first year or transfer). If this happens, you will be notified in August, via email, that you have a new roommate.

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**Changing A Reservation**

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**19. What can I do if I don't get the room I want during my In-House Lottery?**

If you don't get the room you want during your In-House Lottery, you can ask your RH to put you on the In-House Waitlist at the time that you make your reservation. (p. 14)

If you don't get the room you want during the General Lottery, you may submit a General Waitlist Request at the Office of Undergraduate Student Housing. The General Waitlist for the 2009-2010 academic year opens at 9:00 AM on Wednesday, May 27. (p. 14)

**20. What if I change my mind after I sign up for a room and want a different room?**

If there are still Lotteries scheduled to occur, you may attend one to select a different room. If there are no more Lotteries, you may submit a General Waitlist Request at the Office of Undergraduate Student Housing. The General Waitlist for the 2009-2010 academic year opens at 9:00 AM on Wednesday, May 27. (p. 14)

**21. Can I change my room assignment if I had a proxy?**

Yes, if there are any Lotteries still remaining, you can select another room. Otherwise, no; once your proxy signs you up for a room, they have committed you to that space, even if it was not the space you wanted. It is strongly recommended that you give your proxy very precise, clear directions - in writing - about your preferences so that they can do their best to sign you up for a room in which you desire to live. Choose your proxy wisely – they are entering you into a legal agreement. (p. 8) If you do not like the room for which you were signed up, you can place yourself on the General Waitlist. The General Waitlist for the 2009-2010 academic year opens at 9:00 AM on Wednesday, May 27. (p. 14)

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**Dining Plans**

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**22. Do I have to have a dining plan if I sign up to live in housing?**

Yes. We believe that our residential dining program is the cornerstone of our House System in helping to develop community. As a result, when taking a room in the House System, you are agreeing to participate in the dining program.

**23. What does it mean to be 'grandfathered' to take certain meal plans?**

For next year, current 2<sup>nd</sup> and 3<sup>rd</sup> years will be given the opportunity to take the lowest level plan that is required by their building this year (e.g. Broadview can still take a minimum, Max Palevsky can take a moderate). They will be "grandfathered" for the 2009-2010 year. Only next year's 3<sup>rd</sup> years - rising 4<sup>th</sup> years in 2010-2011 - will be grandfathered in 2010-2011.

**24. Who is included in the 'grandfathering'?**

Any 3<sup>rd</sup> or 4<sup>th</sup> year in 2009-2010 who lives in the House System can be on a grandfathered meal plan regardless of their prior College status (LOA, SA, lived off-campus) - [any 4<sup>th</sup> year in 2010-2011]. As is always the case, a student's room assignment determines their minimum meal plan requirement.

**25. Why is it that current first years, rising 2<sup>nd</sup> years, are not grandfathered?**

The more students that are grandfathered, the higher the overall cost of the meal plan. Current 1<sup>st</sup> year students have not yet had the opportunity to pay a lesser amount for a meal plan like current 2<sup>nd</sup> and 3<sup>rd</sup> year students have. Current first year students will pay less with next years new Unlimited Residential Meal Plan than they are paying this year.

**26. What is the meal plan that current Shoreland residents will be able to take?**

Rising 3<sup>rd</sup> and 4<sup>th</sup> year Shoreland students moving to the South Campus Residence Hall can take a minimum. Rising 2<sup>nd</sup> year Shoreland students will take the new Unlimited Residential Meal Plan.

**27. What is the grandfathered meal plan level that rising 3<sup>rd</sup> and 4<sup>th</sup> years who live other than the Shoreland, but move to the South Campus Residence Hall can take?**

The default meal plan for the South Campus Residence Hall is a moderate meal plan for rising 3<sup>rd</sup> and 4<sup>th</sup> years who move there from buildings other than the Shoreland.

**28. How many swipes per day will the Minimum and Moderate plans get?**

Those students on a grandfathered Minimum or Moderate meal plan can also swipe and go into the dining hall as many times as they would like during the course of a day. Students on these meal plans will have access to the dining hall limited only by the total number of meals on their plan (plus Flex Dollar buying power). Any number of visits to the dining hall can occur on a given day or week, and each will count as a meal.

**29. Since it is ‘continuous dining’ will all the menu items be available throughout the entire day?**

During short periods of time between the traditional meal times, there will be a “modified service” which will include service at many stations, at times including the deli, salad bar, pizza, dessert, and grill. Modified service hours will be: Mid-morning: 10:30AM to 11:00AM, Mid-afternoon 2:00PM to 4:45PM.

**30. Can students go in the dining hall to sit and study between classes even if they don’t want to eat - just want a cup of coffee or a Mountain Dew?**

Yes, if a student is on a meal plan or if they pay the cash price at the door. But, cash/Flex Dollar paying customers have to pay the cash/Flex Dollar price every time they enter a dining hall.

**31. Will people be able to take food to go?**

There will not be an option to take food out the way you can in Bartlett currently. People will be allowed to take one of a few items that they are consuming, like an ice cream cone, or cup of coffee. The point is not for people to take food that they can keep for later (fruit, a plate of cake, etc.)

If you can come and go as many times as you want between 7AM and 8PM on most days, the rationale for taking food out isn’t as strong. If take out is the substitute for eating in the dining halls it hurts House Tables. Take-out is a challenge because it increases the risk that people on a meal plan will be feeding people not on a meal plan outside the dining hall. That can quickly lead to higher prices for everyone on a meal plan.

**32. Will people who live off campus be able to purchase a meal plan?**

Yes, any student can purchase the new Unlimited Residential Meal Plan. The only students who can purchase the grandfathered Moderate and Minimum plans will be 3<sup>rd</sup> and 4<sup>th</sup> years who live in the House System in 2009-2010.

**33. Are the Flex Dollar discounts at Hutch, Commons, C-Shop and the Maroon Market being discontinued?**

A proposal was made that instead of a discount when spending Flex, that students who purchase optional Flex Dollars receive a purchasing bonus of a certain amount of additional Flex Dollars. This idea is being reviewed and an announcement will be made as soon as possible.

**34. Will meal plan changes be allowed?**

The 1<sup>st</sup> and 2<sup>nd</sup> years will only have one plan to choose from, so the question is moot for them.

3<sup>rd</sup> and 4<sup>th</sup> year students in 2009-2010 will have a limited time frame in which they may change from the plan they take at a Lottery. E.g. they sign up for a grandfathered plan and then want to change to the Unlimited Residential Meal Plan. (pp. 16)

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## After the Lotteries...

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### **35. What if I decide that I want to return to the House System after the Lotteries have taken place?**

If you do not reserve a room during the Lottery and you later decide that you would like to live in the House System, you are still guaranteed housing. Prior to the end of the Spring Quarter, you will need to turn in your Housing Contract and Reapplication Card to the Office of Undergraduate Student Housing and sign up for a room at that time. You may not be able to return to your current House if the building quota has been reached. If you decide that you want to return after the Spring Quarter ends, you will have to complete a housing preference sheet as we will make those assignments in August, after making the incoming student assignments.

### **36. When will I receive confirmation of my room and board assignments for next year?**

Around the Friday of 9th week of Spring Quarter you will receive in your residence hall mailbox a room and board confirmation for the 2009-2010 academic year. If you do not receive yours, please contact the Office of Undergraduate Student Housing.

# THE UNIVERSITY OF CHICAGO

## UNIVERSITY HOUSE SYSTEM ROOM AND BOARD CONTRACT TERMS AND CONDITIONS OF OCCUPANCY

The University House System Room and Board Contract covers the entire academic year of three quarters (Autumn, Winter, Spring), or the remainder thereof, where applicable. The total sum stated in the assignment notice covers the complete room and/or board charge for the period of the assignment. Room assignments for Blackstone Hall, Breckinridge Hall, Broadview Hall, Burton-Judson Courts, Maclean House, Max Palevsky Residential Commons, Pierce Hall, Snell-Hitchcock Hall, and 5700 South Stony Island Avenue do not include the regular recesses between academic quarters. The University reserves the right to use the rooms during regular University recesses when necessary. Room assignments for New Graduate Residence Hall and Shoreland Hall do include the regular University recesses in December and March.

The Room and Board Contract is binding for the entirety of the contract period as defined above and will only be terminated by the University either prior to the period of assignment or during the period of assignment under the conditions described in the section entitled "Termination" below.

The University reserves the right to change the assignment to another room in the assigned House or another House either prior to the opening of the quarter or during the quarter or to terminate occupancy for any default under the terms of this contract.

Students are responsible for damage beyond ordinary wear and tear to residence hall premises and furnishings. Damages to common areas within a House or residence hall for which individual responsibility cannot be ascertained may be apportioned among all residents of the residence hall or House, or floor or section as deemed appropriate by the Office of Undergraduate Student Housing. The student who holds this contract agrees to observe and abide by all University and House System rules and regulations. The possession, use, or distribution of illegal drugs is prohibited in the residence halls. Pets are not permitted in the residence halls. Cooking in the rooms of residents is not permitted except on appliances provided by the University. Possession of firearms of any kind, explosives, firecrackers, or other dangerous objects or materials in the residence halls is prohibited. Dining and residence privileges may not be used by anyone other than the assigned student. No furnishings may be removed from a student's room or from any common room.

In keeping with the University's long-standing traditions and policies of non-discrimination, housing assignments are made without regard to race, color, religion, sexual orientation, gender identity, national or ethnic origin, age, disability, or other factors prohibited by law. Student preferences for type of housing and choice of roommate may be honored where practicable provided that this will not result in discrimination in violation of Title VI of the Civil Rights Act of 1964.

The University does not carry insurance covering personal property and is not liable for losses, damages, or injuries of any sort occurring to personally owned property, furniture, or equipment from any cause whatsoever. The University shall assume no responsibility for theft, destruction, or loss of money, valuables or other personal property belonging to, or in the custody of, the resident from any cause whatsoever, whether such loss occurs in the resident's room, storage area or public areas. Therefore, students are encouraged to obtain renter's insurance to cover their personal property.

The University must inspect rooms from time to time to ascertain the extent of wear and tear on furnishings, paint, fixtures, etc. The University therefore reserves the right to inspect residence rooms and its property at all reasonable times. Ordinarily, advance notice will be given the occupant when that student's room is to be inspected.

Housing Application Deposit: A housing application deposit of \$150.00 is required from all upperclass students resuming studies in the College. The deposit will be credited to the charges for the first quarter of this contract.

### Termination

#### 1. Prior to the period of assignment

- A. If the student withdraws from, or does not matriculate at, the University prior to the period of assignment, this contract will be terminated by the University only after the student submits written notification to the Office of Undergraduate Student Housing. A cancellation fee will be assessed or the housing deposit will be forfeited.
- B. If the student intends to matriculate at, or continue registration in, the University and wishes to be released from the terms of this contract prior to the period of assignment, the student must submit a written petition to the Office of Undergraduate Student Housing. Petitions are considered only in cases of extraordinary financial or personal exigency which have arisen after the contract was made. If House System occupancy is one hundred percent (100%) and a

waiting list for housing exists, then the petition may be granted depending on the nature of the petition. If the University cannot reassign the room without creating a vacancy in the University House System, this contract will not be terminated. The student or the student's parent or guardian will be held to the full terms of this contract including full payment of all charges.

## 2. During the period of assignment

- A. If the student withdraws from the University during the period of assignment, this contract will be terminated after written notification from the student to the Office of Undergraduate Student Housing and the removal of all their belongings from the residence, and the return of the keys. A cancellation fee will be assessed.
- B. If the student does not withdraw from the University and wishes to be released from this contract, the student must submit a written petition on the required form to the Office of Undergraduate Student Housing. Petitions are considered only in cases of extraordinary financial or personal exigency which have arisen after the contract was made. If the petition is granted by the University, this contract will be terminated and no cancellation fee will be assessed. **If the petition is not granted by the University, the student will be held to the full terms of this contract including full payment of all charges.**
- C. The student who does not withdraw from the University and who wishes to be released from their room and board contract will not be required to demonstrate extraordinary financial or personal exigency if the student can produce an eligible replacement who will take a contract in the University House System. The replacement will not be given the same housing assignment as the person who is seeking to be released from the contract. An eligible replacement is minimally defined as a student registered at the University who does not reside in the University House System, who does not have an application on file for the University House System, who does not hold any other housing contract or lease with another department of the University, is in good standing with the Office of Undergraduate Student Housing, and who can assume the contract for the entire academic year, or remainder thereof, whichever is applicable. The student who wishes to be released from this contract must bring the eligible replacement to the Office of Undergraduate Student Housing. If positive arrangements can be made to assign a contract to the eligible replacement, the contract will be terminated for the student seeking release. No cancellation fee will be assessed. If positive arrangements cannot be made, the student seeking release will be held to the full terms of their room and board contract including full payment of all charges.
- D. If this contract is terminated by the University because the student failed to observe and abide by all University and House System rules and regulations, a cancellation fee equal to one quarter's room charges or all remaining room charges of this contract, whichever is less, will be assessed.

## Schedule of Fees for Room and Board Contracts

### 1. Prior to the starting date of the contract

If the student takes a leave of absence or withdraws from the College, and thus their housing contract is canceled, or a petition for release from the contract is granted *prior to the starting date of the contract*, a contract cancellation fee in the amount of \$150.00 will be assessed. For resuming students said fee will be deducted from the housing application deposit. For current students, the cancellation fee will be added to the charges on the student's account in the Office of the Bursar. If the student does not occupy the room and fails to notify the Office of Undergraduate Student Housing of his/her withdrawal from the University, the same schedule of fees will apply.

### 2. During the period of assignment

If the student takes a leave of absence or withdraws from the College, and thus their housing contract is canceled, a contract cancellation fee in the amount of \$100.00 will be assessed. If a petition for release from the contract is granted *during the period of assignment of the contract*, a contract cancellation fee will not be assessed. Cancellation fees are added to the charges on the student's account in the Office of the Bursar.

For contracts which are cancelled by the University because the student failed to observe and abide by all University and House System rules and regulations the cancellation fee is equal to one quarter's room charges or all remaining room charges of the contract, whichever is less. The cancellation fee will be added to the student's account in the Office of the Bursar.

## 2009-2010 Room and Board Rates for the House System

All room rates are returning student room rates, are annual and are per person.

<b>Double</b>	Breckinridge, Broadview, Maclean, Max Palevsky, Pierce, Snell-Hitchcock, South Campus	\$5997
<b>Single/BJ Suite</b>	Breckinridge, Broadview, Burton-Judson, Maclean, Max Palevsky, Pierce, Snell-Hitchcock, South Campus	\$7383
<b>Apartment</b>	Blackstone, 5700 Stony Island, South Campus	\$7998

All board rates are annual and are per person.

Unlimited Residential Meal Plan	\$4650
Moderate Meal Plan (any option) - 3 <sup>rd</sup> & 4 <sup>th</sup> yrs. only	\$3633
Minimum Meal Plan (any option) - 3 <sup>rd</sup> & 4 <sup>th</sup> yrs. only	\$2523

### 2009-2010 Residence Hall Opening and Closing Dates

<b>Autumn Quarter 2009</b>	Halls Open for returning students	<b>8:00AM Saturday, September 26, 2009</b> <b>** Priority Move-in Day **</b>
	First Day of Classes	Tuesday, September 29, 2009
	Halls close for Winter Break	12:00PM Saturday, December 12, 2009
<b>Winter Quarter 2010</b>	Halls open for all students	8:00AM Sunday, January 3, 2010
	Halls close for Spring Break	12:00PM Saturday, March 20, 2010
<b>Spring Quarter 2010</b>	Halls open for all students	8:00AM Sunday, March 28, 2010
	Halls close for the end of the year	3:00PM Saturday, June 12, 2010
<b>Please note: South Campus Residence Hall does not close during the winter and spring break periods.</b>		

# LOTTERY CALENDAR 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5-Apr	6-Apr	7-Apr	8-Apr	9-Apr	10-Apr	11-Apr
2nd Week	2008-09 General Waitlist Closes - Final Room Change Offers Made		In-House Lottery Numbers Posted in Each House		General Lottery #s Distributed to RHs	
12-Apr	13-Apr	14-Apr	15-Apr	16-Apr	17-Apr	18-Apr
3rd Week						<b>1:30-3:30PM IHC Dorm Tour</b> Buses pick up at 1:30PM on University Ave, next to Bartlett * Only students who begin the tour at 1:30PM will be permitted to enter the buildings on the tour. There is a limit of 80 students who may attend. First come, first serve.
26-Apr	27-Apr	28-Apr	29-Apr	30-Apr	1-May	2-May
5th Week		Pink Housing Contract/ Re-Application Cards Delivered to Student Mailboxes				
3-May	4-May	5-May	6-May	7-May	8-May	9-May
6th Week		In-House Lotteries	7:30PM - Hall Lotteries: Broadview, Burton- Judson, Snell-Hitchcock (if held, building quota made available at building lotteries)	7:00PM - Hall Lotteries: Max Palevsky & Pierce Hall Lottery: South Campus (if held, building quota made available at building lotteries)		
10-May	11-May	12-May	13-May	14-May	15-May	16-May
7th Week		8:00PM - General Lottery  7PM - BJ Dining Hall closes				
24-May	25-May	26-May	27-May	28-May	29-May	30-May
9th Week			9:00AM General Waitlist Opens for 2009-10		Room Confirmations Delivered to Student Mailboxes	

\*There is no Lottery activity during 4<sup>th</sup> & 8<sup>th</sup> Week.